

January 9, 1989

The regular Board Meeting was called to order by President Dee Rose. Cathie DeRemer was absent.

The secretary's report was read and approved.  
The treasurer's report followed:

Expenditures:	\$ 4,446.97
Revenue:	241.00
Balance:	28,667.79
Savings:	6,152.38

54.17% of our budget is spent.

The Bailey C.D. was cashed to replace the money taken from the general budget to pay for the carpeting. The remaining funds were put into another C.D. with additional funds coming from the savings to make up the difference. Pam made a motion that Jerry Reinhardt be informed of our disapproval of this procedure without library board approval, and that future monetary decisions be made by us. Holly seconded; motion carried. Pam will contact Jerry.

#### OLD BUSINESS:

The Foods for Fines campaign was successful with \$27 in cash along with donated food items and appropriate books donated to an area family. It was agreed to continue the campaign next year.

Barb has purchased a new office chair.

The bush near the book drop has been removed.

The door closures were installed. The back door glass was also looked at with an estimate of replacement set at \$65. It was discussed and decided to table it's repair until spring.

Holly called Bob Zimmerman about the installation of a plug out back. He has neglected to install it even though he has been here to replace vandalized lights and to install the plug in front for hospice. To avoid a charge for coming again, it was decided to table it until spring when something else may need to be repaired or installed. Barb will keep a list of possibilities.

#### NEW BUSINESS:

Tru Green contract for 1989 is the same as last year: \$88 or \$36 per application. They did suggest, however, a third application. Cristal made a motion to accept the Tru Green contract and to go with the third application for a total of \$108. Diane seconded; motion carried.

Tru Green also submitted a bid for tree and shrub spraying in two applications at \$65 plus \$110 for fertilizing for a total of \$240. Diane made a motion to accept the above stated contract. Holly seconded; motion carried.

A parking problem of a nearby resident and guests using the south drive for overnight parking has been resolved since they have moved.

The white birch and maples need trimming. Dee suggested we plan to have the trees trimmed in the spring. She will look into being included in the village trimming to get a better price. Pam will ask Jerry to put us on their schedule.

The DPW will remove snow from an overnight snowfall. Tom has not been responsible about getting over to shovel in the afternoons or evenings if the snow falls during the day. Dee will get estimates from local boys for shoveling and give Tom notice that he won't be needed until further notice.

Barb reported that the lock on the back door knob is not working well. The board recommended Chuck purchase a replacement and install it.

The Book and Magazine Sale will be held Jan. 26, 27, and 28.

The next meeting will be February 6.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Schayck*

February 6, 1989

The regular board meeting was called to order by President Dee Rose. Holly Hoagland and Cristal Milner were absent.

The secretary's report was read and approved.  
The treasurer's report followed:

Expenditures	\$ 5,095.55
Revenue	105.10
Balance	23,572.24
Savings	6,238.66

63.31% of our budget has been spent.

OLD BUSINESS:

Pam reported that the fire box is finished and Ron Crist has been contacted to install it.

Pam called Jerry about tree trimming and we will be scheduled in the spring.

Dee got bids for lawn maintenance from Mr. Gents at \$25; Mr. Fick at \$8 per hour plus \$5 for equipment; Village at \$5 plus \$10 for equipment.

Discussion followed with tentative agreement to go with the DPW and the possibility of having a young boy or girl to clean up the yard approximately three times a week for one hour. Dee will check on liability and on possible candidates for the job.

A job description will also be drawn up for Mark Hoig for the DPW duties in the spring and summer.

The back door lock hasn't been replaced. Chuck checked at Blissfield Lumber and they don't carry commercial locks. Barb will check on other places to see if one can be ordered.

The book and magazine sale netted about \$76. All remaining books were picked up by Assoc. Charities.

NEW BUSINESS:

A Budget committee was formed to look at considerations for the 1989-90 budget. They will meet and give the board recommendations in March. They are: Cathie, Cristal, and Diane.

There was a suggestion by Cathie DeRemer that we consider expanding the reference section into the auditorium using the Bailey endowment. Board members are asked to look over the physical possibilities and discuss further in March.

The next meeting will be March 6.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Scheepk*

March 6, 1989

The regular board meeting was called to order by President Dee Rose. All members were present.

The secretary's report was read and approved.

The treasurer's report followed:

Expenditures	\$6,644.04
Revenue	71.40
Balance	17,680.24
Savings	6,586.00

71.73% of our budget is spent.

The Bailey endowment which had been put in a 90-day CD will roll over on March 14. Cristal made a motion and Cathie seconded to continue to put the money into the short-term CD until further notice to Ruby. Motion carried.

#### OLD BUSINESS:

Cathie reported that Fire Chief Lombard had finally visited for an inspection of the building. He will confer with Jerry Reinhardt and make some recommendations.

Ron Crist has not yet installed the book drop; Pam will call him and check on his schedule.

Knisels will be giving us an estimate for tree trimming.

Dee called the high school and received several names of boys to consider for weekly trash and lawn pick-up. Cathie will double check on DPW quotes for ground maintenance. Diane made a motion to engage the DPW beginning April 1 for yard maintenance; Pam seconded. Motion carried. Cathie made a motion to employ a boy three days a week for one hour, or as needed. Cristal seconded; motion carried. Barb will keep a running list of job suggestions. Dee will notify Tom Nieman that he is no longer needed.

Blissfield Lumber special ordered a door lock at \$220. It was refused as no one authorized the purchase. A steel door might be a future consideration if the newly cleaned lock isn't satisfactory. This would also eliminate the need to replace the damaged glass.

The board had length discussions and prioritized a list of budget considerations.

The first item discussed was a typewriter desk for Susan. Barb will get an estimate from Lynn Southward for one with her specifications which would also match other pieces built by Lynn. It was decided to use interest money from the gift donations.

Other definite purchases to be listed by the budget committee were: A reader for the Advance which is being put on micro film. Barb will get an estimate through the CoOp; a four-drawer file cabinet for pamphlets. Barb had mentioned the need for additional summer help. After discussion, it was decided that Barb should begin looking for a replacement for Kim who may be leaving as early as July. Kim will have time to begin training the new

person so that he/she may be ready to help out by summer. A discussion followed about Bonnie and what she is capable or incapable of handling. Her hours have been kept at minimum. It was suggested that Barb have Kim increase the number of her hours up to five additional. Holly made a motion, Cathie seconded that we hire an additional aid starting in April. Motion carried.

The two final items to be put into the budget were discussed. Provisions will be made to install some sort of smoke alarm. The committee will suggest \$1000 for a concrete wheel chair ramp until estimates can be obtained. Cristal will investigate.

The following items were put on hold for the present: Back door glass repair (\$65); Sign for front yard; VCR tapes; new solid back door; Reference Room.

NEW BUSINESS:

Dee informed the board that the Rotary is considering the purchase of a TV, VCR on a mobile cart for their use and the use of the library. It would not be a gift to the library.

Pam made a motion, Diane seconded, that Kim receive a raise to \$3.65 per hour beginning immediately. Motion carried.

There has been a problem with boys using the basketball facilities at St. Peters, as well as skateboarders using the parking lots. They are coming into the library to use the drinking fountain causing disturbance and soiling the carpet. They cannot be denied access to a public building. Barb will explain that we "prefer" that they do not use our facilities.

Dee proposed that we have the draperies cleaned. Pam will contact Lippens for an estimate for two separate estimates for the adult side and the children's side.

Cristal made a motion that the present officers remain to make up the slate for 1989-90. Diane seconded; motion carried.

A gift book, Circle of Friends, was donated by the Assoc. for Retarded Citizens of Lenawee.

Barb reported on a workshop she attended concerning censorship.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Schoyck*

April 3, 1989

The regular board meeting was called to order by Pres. Dee Rose. All members were present. Mr. John Jezak was also present.

The secretary's report was read and approved.

The treasurer's report followed:

Expenditures	\$ 6,494.23
Revenue	278.60
Balance	11,186.01
Savings	6,578.98

82.12% of the budget is spent.

#### OLD BUSINESS:

Michael O'Brien has been hired to do yard work. Mark Hoig will do lawn trimming at \$5 per hour, plus \$10 for the equipment. Mr. Jezak confirmed this figure.

Ron Crist has been unavailable to install the book drop. It was felt that other estimates should be sought. Pam will contact Mr. Jezak for other contractors names and get other bids. She will then contact Mr. Crist for a reasonable deadline.

Pam received an estimate from Lippins Cleaners for the draperies, but they do not take down nor rehang. Dee got an estimate from Royal Cleaning Services for \$496. She will investigate some Toledo area services and report back.

Cristal had an estimate from Al Smith to install the wheelchair ramp for \$375. There was discussion as to whether the wheelchair coming from the side could make the turn to get into the door with the present railing in the middle of the steps. These concerns will be presented to Mr. Smith. Cristal will also check with Sherwood Leader for specifications. It was proposed that we proceed with the installation once this is cleared up using this year's budget. Holly made a motion that Cristal look into a ramp for the handicapped; if specifications are right, to give her the authority for Al Smith to proceed. Diane seconded; motion carried.

A budget update was presented by Cathie: Bonnie remains at \$3.35 an hour; new aid @ \$3.35; Corrine raised to \$4.75; Michael, \$3.35; Chuck remains at \$6.15. The total proposal for the part time help is \$8,866. Susan was given almost a 25% increase, raising her to \$7,500. Barb was given a 10% increase.

The items prioritized first (desk, file, ramp, reader) were put at \$2300. Books were increased by 10%, utilities, 5%.

Barb hired Sarah Smith as an aid; she will begin Friday.

#### NEW BUSINESS:

We will need someone to carry the banner in the Memorial Day Parade.

Holly made a motion to approve the slate of officers as presented at the March meeting. Pam seconded; motion carried.

Dee will take care of the flowers at the cemetery and in the barrels.

Meeting adjourned.

Respectfully Submitted,

*Diane W. Smith*

May 1, 1989

The regular board meeting was called to order by President Dee Rose. Pam Van Schoyck was absent.

The secretary's report was read and adjusted to read that Barb and Susan's salary was "expected" to be raised by the stated percentage. They have not been approved as yet.

The treasurer's report followed:

Expenditures	\$ 4,845.45
Revenue	246.90
Balance	6,340.54
Savings	6,708.12

There is 10.14% of the budget left.

#### OLD BUSINESS:

Barb will ask the aides if they would carry the banner in the Memorial Day Parade. They would be paid for their time.

The drape cleaning was tabled until June. There was discussion about sweeping and getting dust from them with the idea of purchasing vertical blinds the next time. Dee will get a few more estimates.

Bob Zimmerman gave an estimate of \$350 to \$400 for a new outdoor light and timer, four plugs, two 3-prong outlets, and one plug outlet. Cristal made a motion that Cathy tell Bob to go ahead with a written estimate to be taken from this year's budget if possible and to carry over to next year's if not; Holly seconded. Motion carried.

Cristal made a motion to accept Lynn Southward's bid for a 30" by 60" desk to come out of next year's budget. Cathy seconded; motion carried.

Ron Crist did not understand that the fire box needs to be in a brick enclosure. He did install footers. Pam will contact him about that and also bricking off the old opening.

There was discussion about posted signs for no skateboards, bikes, etc. for wheelchair ramp. It needs one more slab once the shrub is removed. The railing has been installed.

The yard care is going well. Mark encouraged us to call if there is any problem. Michael also is working out well. The flower barrel was planted by the Garden Club with the stipulation that it be watered.

Dee is taking care of the cemetery.

It was suggested that we contact our counsel rep about the installation of a smoke alarm.

Lynn Southward installed casters at the cost of \$85.73.

The board decided to forget about the spruce tree donation offer.

NEW BUSINESS:

A smaller water meter was installed and paid for by the Village.

There was discussion about Royal Expressions' offer to give us a monthly floral arrangement. Since it is a profit-making business, it might create problems in the future. Cathy will talk to Debbie Royal and express our regrets.

There was discussion about our attending Council meetings. Overall the opinion was that it is interesting but not beneficial to our board. Cathy made a motion to discontinue board observation; Cristal seconded. Motion carried.

Stipulations of the Schultz-Holmes will say there must be an auditorium. Dee will check with Frank Riley further.

A form letter to organizations concerning the use of our display case by non-profit organizations was discussed.

Holly suggested that we consider replacing some of the old shrubs in front of the building.

Barb will ask Lynn Southward about wood scraps to make holders for plants.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Schoyck*

Pam Van Schoyck



June 5, 1989

The regular board meeting was called to order by President Dee Rose. Cathy DeRemer was absent.

The secretary's report was read and approved.  
There was no treasurer's report available.

OLD BUSINESS:

Dee had several drapery cleaning estimates, all in the \$400 to \$500 range. The board discussed having Chuck purchase an extension for our present sweeper and cleaning them.

Nothing has been done with the book drop since the initial cement pad was poured in March. Discussion followed, and Pam will contact Ron Crist to give him an additional two weeks to complete the project or to send us a bill for the work done to this point. Pam will also contact John Jezak for other contractors to complete the job if necessary.

The podium from Hospice has not been removed. Barb will ask Chuck to move it to a storage area.

The Schultz-Holmes will specifically states that there must be a library, auditorium or swimming pool, two of the three items. We can not redesign the auditorium for a reference room.

Barb reported that the Advance has delivered the microfilm. She will check on getting a reader through a county grant.

Barb also asked approval for Lynn Southward to install casters on the desk he is currently making. The board agreed to add them.

NEW BUSINESS:

Pam was contacted by Emory Kohlman about the Rotary purchasing a VCR and TV to be stored at the library for their meetings. The library would also be welcome to use the equipment. Cristal made a motion to accept the offer; Dian seconded. Motion carried.

Pam brought up the necessity for inventory. Discussion followed. Pam made a motion that an inventory be done on a regular basis at a time of year convenient to the staff; Dian seconded. Motion carried.

Holly asked if there could be a sign for Mrs. Bailey's money spent on the carpeting. It was decided to wait until the remaining money is spent before putting up an appropriate plaque.

The Garden Club would like to donate some books in memory of Connie Wood and would like a list placed in the newspaper. Barb said she would take care of it.

Dian made a motion to purchase a scrapbook to keep a record of donations for memorial books or items; Holly seconded. Motion carried. Barb will order an appropriate book.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Schoyck*

July 3, 1989

An unofficial board meeting was called to order by President Dee Rose. Pam and Dian were absent.

The secretary's report was read and approved.

The treasurer's report followed:

The 1988-89 ~~Expenditures~~ ~~97.~~ budget was exceeded by ~~\$527~~ \$ 672.15

OLD BUSINESS:

Pam contacted Tom Mowrey who will make a metal plate to fit inside the box allowing the books to slide further into the room.

There was discussion about the outside maintenance. Michael is doing a good job but is too young for some of the work needed. Dee will talk to the village about tree and shrub trimming. A community service person painted the steps; they need to be repainted.

Barb has ordered a scrapbook with the library's name printed on it.

Len Weinlander will drop by to see what kind of VCR tape case can be built for our needs.

NEW BUSINESS:

A committee consisting of Dee, <sup>Dian,</sup> and Cathy was formed to determine ways to use the \$7000 remaining of the Bailey gift money. Some ideas were for the kitchen and a magazine case.

There was some flooding from the bathrooms in the auditorium. There was also damage to the carpeting from a leak in roof-area pipe. Cathy will check to see if our insurance will cover ~~putting a shut off valve on the toilets,~~ the cleaning of the carpeting, and any other damages.

Barb will order an extension wand for cleaning the drapes.

Barb asked if a drawer could be added to the desk being built by Lynn Southward. She will call to see if he has begun the project and to get an estimate to add a drawer for hanging 9 X 12 file folders.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Schoyck*

August 7, 1989

The regular board meeting was called to order by Vice President Dian Cory. Dee Rose was absent.

The secretary's report was read and ammended.

The treasurer's report followed:

Revenue	\$180.20
Expenditures	\$4,610.51
Balance	\$63,989.49
Savings	\$6,342.56
Bailey CD	\$6,790.00

OLD BUSINESS:

Tom Mowrey has been out of town on vacation. Before the next board meeting, Pam will try to arrange a meeting at the library with both Tom and Ron Crist to complete the book drop.

Barb reported that the file cabinet is in.

The water damage cleaning bill is \$75. Our insurance has a \$100 deductible. Cathy suggested that we clean the water line and hold the first bill to collect something from the insurance after it is cleaned. She will check with Laura how we should handle this. Dee will also contact Gritz about a water line mark left in the carpet.

The committee met to suggest possible items for purchase with the remaining Bailey gift money. Their recommendation in priority was:

1. Expansion of magazine rack, 5 units at approximately \$3000.
2. Additional paperback racks, 2 units at \$800.
3. Wood shelving for children's department, 2 units at \$900.
4. New typewriter, \$400.
5. Circular bulletin board, \$450.
6. Overhead projector, \$175.
7. Video library.
8. Outside sign.

A vote was postponed pending bids from Lynn Southward on the magazine racks and the wood shelving and also until the CD rolls over. Barb will check on a typewriter at Typewriter Sales.

Railing is loose on the ramp. Barb will check to see if it is a loose bolt and have the DFW fix it. If not, Al Smith may have to be called back.

Holly questioned the messy painting job on the front steps. Cathy spoke to Mr. Jezak and he is looking into

having it redone.

NEW BUSINESS:

Cathy reported that money was not allocated in the budget for an additional aide. Since Kim was hurt in an accident, she has not worked as many hours so some of the budgeted money remains. Cathy recommended hiring an aide for four hours; see if Bonnie is planning to continue after school begins and if not, increase the newly hired aide to ten hours. Barb will begin looking for a new aide.

Dee and Barb noted that the area around the bookdrop and platform need to be filled in. It was discussed and tabled until spring when the bookdrop is completed.

It was recommended to the board to have the carpet cleaned once a year. Estimates were for Gritz at 8 cents a yard; Royal at 14 cents. There are 300 square yards. Holly will contact Bob Neuman to see what is recommended by the manufacturer since it is a commercial grade.

Barb reported that Susan is interested in learning about using the computer. She is willing to take the class if the fee is paid. Cristal made a motion to pay for a class, depending on cost of the class, conflict of her work schedule. We might also pay for her time or reduce her hours of work by the time of her class. Holly seconded; motion carried.

A notice for Library Journal is due. It will be renewed for two years for a savings of \$21.

The Blissfield Heating and Cooling Contract agreement is due. Barb suggested we write into the contract that the spring inspection and air conditioner turn on would be not later than the end of April. Barb and Dee will see about including that stipulation.

The next meeting will be held Sept. 11 due to Labor Day.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Schoyck*

October 2, 1989

The regular board meeting was called to order by President Dee Rose. Diane Cory was absent.

The secretary's report was read and approved.

The treasurer's report followed:

Revenue	\$	44.77
Expenditures		6,695.94
Balance		49,359.61
Savings		7,394.21

71.95% of our budget remains.

#### OLD BUSINESS:

Pam called Tom Mowrey and he had been to the library to get measurements. He said he would also order material to cover the inside opening. Ron was also contacted to finish the edges. He will also be told to finish the outside brick work.

Barb is getting prices for magazine racks. Lynn Southward's estimate is \$650 each or a total of \$1300 for the two. A third rack would also include a newspaper rack was estimated at \$600.

Estimates for the wooden shelving for the children's section included two doubles and four shelves high at \$495; one double with three shelves high at \$425; four singles at \$275 each totaling \$2,515. He was told to go ahead with the shelving.

Pam made a motion to purchase two more paper back racks; Holly seconded. Motion carried.

Barb got some prices from Typewriter Sales on Smith Corona typewriters. Cathy made a motion to purchase a typewriter with the Bailey gift money. Cristal seconded; motion carried.

Cathy will inform Ruby not to roll over the CD when it comes due next time.

Barb will check into getting the railing repaired by Al Smith.

Holly checked with Bob Neuman who said the carpet didn't need to be cleaned more than once a year. He recommended Service Master. It was decided to table any cleaning until spring.

Barb contacted an agent for Electrolux for wands for the drapes. He gave her a cost of \$10.95 each. Cristal will take the sweeper to the store in Sylvania to make sure they will fit before we order.

#### NEW BUSINESS:

Dee presented an idea for changing our book selection method. She suggested that Corinne, Susan and Barb do the reading. Board members can continue to make suggestions if they wish. Discussion followed. Cathy made a motion to try the new policy for a period of six months; Holly seconded. Motion carried.

There was discussion about changing the revenue of rental fees from the auditorium to establish a maintenance fund and also the possibility of raising the rental fee itself. Dee will invite Doug to a meeting to discuss this with the hope of instituting it by the next budget year.

Sally Hagenbuch donated a lovely dried flower arrangement. Holly will send a thank you note.

Barb found the price for a table from Garlord to be very high. She took measurements and suggested we get an estimate from Lynn Southward. She was instructed to do so.

Holly suggested subscribing to "Heritage Country". Pam made a motion to order it for two years at \$10. Cathie seconded; motion carried.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Schoyck*

November 6, 1989

The regular board meeting was called to order by President Dee Rose. Cristal Milner was absent.

The secretary's report was read and approved.

The treasurer's report followed:

Revenue	259.90
Expenditures	4,084.00
Balance	45,275.61
Savings	7,536.00

66% of the budget remains.

Cathie requested that Ruby not roll over the CD when it comes due.

#### OLD BUSINESS:

The Halloween Story Hour for ages 5 through 12 was judged a success with 65 children attending.

Cristal checked on vacuum parts and suggested a lighter weight aluminum wand would be best. She judged we would need four wands at \$8 each. They can be shipped direct; Cristal will take care of ordering them.

Barb checked on magazine racks but did not get a response from the Doubleday representative.

Pam gave a chronology of the work done on the book drop to date to Doug Winkler so that he may pursue it with better success.

Dee will contact Doug to see what was recommended by the fire chief in regard to a smoke alarm.

#### NEW BUSINESS:

The Food for Fines was suggested for a third year. Cathie made a motion and Diane seconded that we run the campaign again. Motion carried. There was discussion about how to distribute the food. Associated Charities is collecting and it could be given to them. It was decided to keep it local. Pam will contact Doug Winkler for a name; Holly volunteered to shop and deliver when the time comes.

A new aide, Danielle Hale, has been hired to work four hours a week at \$3.35. Bonnie is still working six hours.

There was discussion about several plumbing problems. Holly made a motion that we contact Blissfield Plumbing and Heating to repair a leak in the wall, a stool overflow problem, and a leaky faucet in the workroom. Pam seconded; motion carried. Barb will contact them as soon as possible.

Dee reminded the board that we had tabled painting the kitchen, bathrooms and hallway by the DPW until winter months. This was tabled until after the plumbing problems had been taken care of.



Barb made a request for a low table to fit near the files, as well as an electrical outlet on that wall for a microfiche reader. Barb will get prices on tables. The electrical work was tabled until more repairs, etc. are needed.

Christmas and New Years fall on Monday this year. This would be a paid holiday. A vote determined that the library would be open on Tuesday following each holiday.

Barb called the high school for a computer class for Susan. One has already started. It is for high school credit, and is held each Monday for 15 weeks from 6:30 to 10. Barb suggested we wait since the Coop is working on setting up a workshop in the near future that would involve less time and no cost.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Schoyck*

December 4, 1989

The regular board meeting was called to order by President Dee Rose. Doug Winkler was present along with all members.

The secretary's report was read and approved.

The treasurer's report followed:

Revenue	87.80
Expenditures	5,163.10
Balance	40,112.51
Savings	7,565.00

41.53 % of the budget is spent; Cathie pointed out that only 37% of the book budget remains.

OLD BUSINESS:

Pam contacted Rudy Miralez for a name for the Food for Fines. She will let Barb know when he gives her a name.

Tom Mowrey was in to check what needs to be done yet on the book drop. The DPW finished off the rough edges on the inside of the building. Tom also checked on the spring mechanism. Once the book drop is completed, the signs for the drive way will be reversed.

Doug checked with council and reported that there is no mandated law for smoke alarms. However, the council did recommend that one alarm be placed in the furnace room and one in the kitchen. These should be loud enough to be heard at the desk. He suggested we contact Sherwood Leader for any further questions. Cathie volunteered to purchase two smoke alarms.

Approval by council was given for a sign that will prohibit skateboards and bicycles from using the wheelchair ramp. Police should be notified if children ignore the signs.

There was discussion about raising the rental fee for the auditorium. Council suggested that we increase our budget for maintenance to reflect the increased costs. Dee pointed out that improvements might be funded by rent revenue if that revenue went directly into our budget. Doug suggested that we ask for an increase in budget for capital improvements and specify what the intent for the year is.

Cathie suggested we find out what other facilities charge. Barb suggested we consider resident/non-resident fees.

Barb reported that Lynn Southward will be starting on the book cases after January 1 and needs a deposit of \$1200. Cathie will see about sending a check.

Barb also had estimates for a magazine rack from Lynn and other equivalent structures:

Lynn -	\$1900.00
Gaylord -	\$3780.00
Brodart -	\$2845.00

Pam made a motion that we order the magazine racks with a newspaper rack from Lynn for \$1900. Cathie seconded; motion carried.

Barb also talked with him about a table for the microfilm reader. He will give an estimate.

Cristal will order four vacuum parts at \$8 each.

NEW BUSINESS:

A petition for Holly needs to be circulated; Dee will take care of it. Diane will not be running for re-election.

We have received a new micro-film reader purchased for us by the County.

Dee listed the outside door on our replacement list during the budget consideration meeting, to be replaced by a fire door. It has a dead-bolt lock and renters can not use it in case of emergency.

Cathie made a motion that crash bars be installed on the exterior front doors immediately. Cristal seconded; motion carried. Cathie will call Adrian Glass to check if they do that kind of work.

Barb reported that Lenawee County Library spent \$1,043.05 for 63 magazines for our branch. Holly will write a note of appreciation for the micro-film reader and the magazines.

There was discussion about providing a pot of sand for smokers on the porch by the auditorium. Dee will take care of getting a bucket.

Meeting adjourned.

Respectfully Submitted,

*Pam Van Schayck*